



Granite Town Media

Advisory Committee

Meeting Minutes

4 August 2011

Present: Frank Corey, Andrew Jeffery, Joe Kasper, Mike McInerney, Tom Schmidt

Absent: Rosie Deloge, Tim Finan, Jose Luna, Len Mannino

Guests:

Call to Order:

Meeting called to order 6:15 PM

Minutes approved with corrections.

Mike's Report:

Comcast is finalizing the franchise agreement renewal. Board of Selectmen will schedule a public meeting on or before September 12th.

Web site development has been switched to [Lucidus Corp](#) out of Keene. They have extensive municipal development experience.

1. Design and themes - will tighten up the pages visually
2. Improve page navigation.

On or about the first of next year they will also host the town's site.

Town has decided to use [Google calendar](#) to manage internal and public meetings.

Mike purchased a new camera, [Canon XF 100](#), it is lighter and more suitable for field use. This replaced the JVC camera. Tech center TV studio has rights of first refusal. If they are not interested camera will be sold on the used equipment market.

Mike is investigating an issue with Board of Selectmen meeting room video quality. Video quality to DVD is much better than broadcast. Connecting camera directly to Comcast upload dramatically improves quality, so problem is in our equipment. Mike will have a consultant come in and review equipment and interconnect.

As part of GTM capability upgrade to the high school gym Mike is looking into installing remote controlled cameras. They will provide multiple high angle views of sporting events.

Mike is investigating upgrading NEXUS to [Ultra NEXUS](#). Upgrade will improve graphics capability and ease work flow (Web streaming and direct TV broadcast).

Mike is looking into adding drapes to the outside wall in the Board of Selectmen's office. This will soften the look, hide an electrical panel, and help control noise and lighting. The new monitor will be mounted in the center section between the windows. The monitor will improve presentation quality for both those in the meeting room and TV and Web audience.

Policy and Procedure Manual

Mike began work in Government/Public policy manual. He is using Concord's as a starting point. Draft of the manual was distributed. Mike will merge the Table of Contents the Advisory Board had previously approved.

Annual officer election is next month: Chairman, Vice Chairman and Secretary.

Current annual meeting calendar runs through next month. Meeting on the first Thursday of the month is working out well. Schedule going forward: Oct 6, Nov 3, Dec 1, Jan 5, Feb 2, Mar 1, Apr 5, May 3, Jun 7, July 5, Sep 6.

Upcoming Meeting:

1 Sept 2011 Library AV room

Adjourn:

Meeting adjourned 7:30 PM

Respectfully submitted: Tom Schmidt